



**Town of Arlington, Massachusetts**  
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## **Library Trustees Minutes 08-21-2007**

Robbins Library Board of Trustees  
August 21, 2007

### Call to Order

The meeting was called to order at 7:20 PM. Attending were trustees Patricia Deal, Katharine Fennelly, Barbara Muldoon, Frank Murphy, Joyce Radochia and Susan Ruderman. David Castiglioni was absent. Also attending were library director Maryellen Loud and assistant director Cynthia Diminture.

### Approval of Minutes

The minutes of the June 12, 2007 meeting were approved, with corrections, on a motion by Ms. Ruderman; seconded by Ms. Muldoon.

### Communications

1. Ms. Radochia got a confirmation from Jeanne Shaheen that she will be the speaker at the inaugural program in the Margaret Spengler lecture series on Wednesday, November 28<sup>th</sup>. The program will be cosponsored by the Board of Trustees and the Board of Selectmen. An honorarium will be decided upon. There will be an "invitation only" reception before or after the lecture. A working committee will be needed to plan the event. 2. At the July 12<sup>th</sup> meeting of the Board of Library Commissioners, the "Conversation Circles" grant was approved in the amount of \$12,500. 3. Ms. Loud received a request from the Community Intervention Program of the Northeastern Family Institute to exhibit a quilt in the library. The Board approved this. 4. Ms. Fennelly received a letter from Oakes Plimpton in reply to a letter she had sent him regarding the selection of the Community Read title. Ms. Fennelly also received a follow-up email.

### Director's Report

A full June director's report was distributed as was a July "highlights". Questions were asked about staffing and building problems.

### Town Day Booth

Ms. Ruderman, Ms. Radochia, Ms. Muldoon and Ms. Fennelly agreed to staff the booth. A gift certificate for The Book Rack will be raffled.

### Approval of FY2008 Trustee Goals

Ms. Ruderman will evaluate items from the fundraising plan for inclusion in 4E (Financial). Final approval of the goals was tabled until next month.

### Report of FY07 Russell Fund Expenditures and Approval of FY08 Russell Fund Allocations

1. Out of an initial allocation of \$39,998, \$39,465.31 was spent. Liza Halley will write the annual report of the Russell Fund. 2. A proposal for FY08 of \$40,000 was submitted, which includes a slight increase for Coordinator Labor. Ms. Deal made a motion to approve the budget as submitted; seconded by Ms. Ruderman. Passed unanimously.

#### Report of FY07 Trust Fund Expenditures and Approval of FY08 Allocations

Less than 10% was unspent out of a budget of \$52,000 in FY07. Ms. Muldoon explained the expenditures in each of the categories. She also distributed a chart showing all restricted and unrestricted funds with the following breakdowns: Monies Withdrawn, Total Fund Amount, FY07 Unrealized Gains/Losses, FY07 Capital Gains/Loss taken, Income Earned minus Expenses, FY08 Available. Staff requests of \$38,349 for FY08 were submitted. Most were honored. Ms. Muldoon made a motion to approve an FY08 budget in the following amounts: \$33,385 – Trust Funds/Fundraising ; \$5,550 – Robbins Print Fund; seconded by Ms. Radochia. Approved unanimously.

#### Request for Use of the Meeting Room

The Board discussed a request by Glen Koenig to use the Community Room to present programs of his original videos. This led to further discussion about what constitutes an “author” and with what frequency they are allowed to use the room for programming. The consensus was that this request meets the Community Room guidelines.

#### Author Program

Claire Cook, author of the new book “Life’s a Beach”, will be the featured speaker at the author program on Sunday, November 4<sup>th</sup>. Suggestions were made for a spring program speaker, including Nathaniel Philbrick. On Tuesday, September 25<sup>th</sup>, William Martin will speak at a program sponsored by Haley Booksellers. He has written a new novel about the Constitution. Barbara Bolt from the Human Rights Commission/Diversity Task Force suggested an author program by Sophie Freud (granddaughter of Sigmund) who has written “Living in the Shadow of the Freud Family”. The consensus of the Board was to decline the offer due to a very full schedule this fall.

#### Community Read

Three book discussions are planned for “To Kill a Mockingbird”. A benefit performance of the play by the Arlington Friends of the Drama will take place at 2 PM on Sunday, October 14<sup>th</sup>. There may also be a movie night and Ms. Loud is trying to arrange a program of blues music. It is hoped that the Board of Selectmen and the School Committee will hold book discussions. Ms. Loud also encouraged the Board of Trustees to have a book discussion, perhaps prior to a Board meeting. Ms. Loud will email program dates once everything is finalized.

#### Reading Room Lighting

The consultant’s conclusion was that if the room was lighted as originally specified, there would be sufficient lighting to house books. Mark Miano will do an experiment to test this.

#### Taste of Arlington

This event will take place on Sunday, September 30<sup>th</sup> at the Whittemore Robbins House. The Children’s Room of the Robbins Library is this year’s designated non-profit beneficiary. Raffle tickets will be sold on Town Day at the Trustee booth on Massachusetts Avenue and at the Friends of the Library book sale.

#### Patron Request for Art Print

A request has been received of Melinda McCreven for the return to her family of an Abraham Lincoln print drawn by her great great grandfather Henry Berthrong. Discussion ensued about the propriety and legality of de-accessioning

library material by personal request. Mr. Murphy asked Ms. Loud to obtain a report of the condition of the print and an estimate of its current value. She was also directed to send a letter to Ms. McCreven thanking her for her correspondence and affirming that the print cannot be de-accessioned from the collection. A suggestion was made to offer a good quality digital print instead. The original could be restored and framed for display.

#### Other

Ms. Fennelly presented a first draft of a master Library/Trustee/Friends of the Library calendar. Specific information on Friends' program will be added as dates become firm. The Board of Trustees will regard the second Tuesday of each month as its regular meeting day, with the option to adjust as needed.

#### Adjournment

The meeting was adjourned at 9:30 PM on a motion by Ms. Deal. The next meeting will take place on September 11<sup>th</sup> at 7:15 PM.

Respectfully submitted,

Cynthia Diminture